



THE NAVAJO NATION

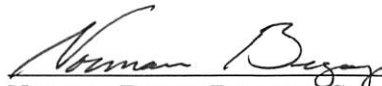
RUSSELL BEGAYE **PRESIDENT**  
JONATHAN NEZ **VICE-PRESIDENT**

## MEMORANDUM

RMD18-24

**TO:** NAVAJO NATION BRANCHES, DIVISIONS, DEPARTMENTS,  
PROGRAMS, AND THE GENERAL PUBLIC

**FROM:**

  
Norman Begay, Program Supervisor I  
Records Management Department  
Division of General Services

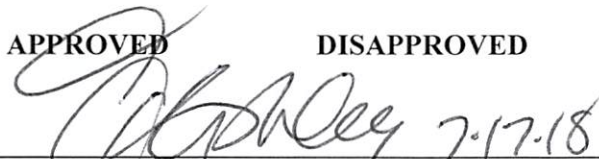
**DATE:** July 17, 2018

**SUBJECT:** RECORDS MANAGEMENT OFFICE CLOSURE

Through this memorandum, the Navajo Department of Records Management is notifying all Navajo Nation Branches, Divisions, Departments, Programs, and the General Public of an office closure on Wednesday July 25, 2018 from 8:00am – 12:00pm. Records Management Department will be having their Strategic Planning meeting. Normal business hours will resume the same day; Wednesday July 25, 2018 at 1:00 pm. If you should have any questions on the office closure, you can contact me at (505) 371-5113 or via email at [nabegay@navajo-nsn.gov](mailto:nabegay@navajo-nsn.gov).

**APPROVED**

**DISAPPROVED**

  
Joelynn Ashley, Division Director  
Division of General Services  
Navajo Nation Executive Branch